

~~SECRET~~
EYES ONLY

NOV 1964

MEMORANDUM FOR: Mr. Richard Helms
SUBJECT : Delinquent Fitness Reports

Dick:

1. As you know, the firm line we have all taken on the adequacy and timeliness of Fitness Reports has been productive. We are seeing better ones and delinquencies are few. There is one spot in your organization which remains troublesome -- and that is [redacted]

25X1

2. The specifics are

<u>NAME</u>	<u>GRADE</u>	<u>SD</u>	<u>OFFICE</u>
<u>240 days overdue</u>			
[redacted]	GS-12	D	[redacted]
	GS-13	D	
	GS-17	D	
	GS-15	D	
	GS-15	D	
	GS-15	SA	
	GS-14	D	
	GS-15	D	

25X1

3. I understand Bill defends his delinquency on the grounds that he has not yet had sufficient time to assess his people. However, it seems to me we have a clear case of either extreme procrastination or recalcitrance.

/s/ [redacted]

Winnett D. Echols

Distribution:

- O & 1 - Addressee
- 2 - D/Pers Subj
- 1 - D/Pers Chrono

OD/Pers/ [redacted] : sac (10 November 1964)

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Excluded from automatic
downgrading and
declassification